Midway Water System

MWS New Tap / Install Procedures

- Customer pays for new tap / install.
- Customer will receive one blue flag to be placed where they would like the meter. For installs, a job box with address must be placed.
- Customer Places flag where they would like the meter. MWS prefers meter location to be within three feet of either front property corner.
- Once flag / job box with address is placed, customer needs to notify Lead Distribution Operator (LDO) Adam Kurtz @ (850)932-5188 EXT 121 or by email: Akurtz@midwaywater.com.
- LDO will then head to the job site to white line dig area & call in locates.
- Time frame for meter placement is 90 days from the time LDO receives a phone call or email.
- Once the locates have cleared, MWS will set meter.
- A $500.00 meter tampering fee will be charged for any unauthorized tampering with the meter—including cutting zip ties, removing locks, or pulling the meter or meter box from the ground.

By signing below, the customer confirms that they have read and fully understand the procedures outlined above, including all responsibilities, timelines, and potential fees.

Customer Signature: _____ Date: _____

MWS Staff Initials: _____ Date: _____